

Shipman named new secretary

Sarah Shipman was named Acting Secretary of Department of Administration

On July 24, Gov. Sam Brownback appointed Sarah Shipman as Secretary of Administration and expanded the responsibilities of Budget Director Shawn Sullivan to include implementing efficiencies across state agencies.

Shipman has been with the Department of Administration since October 2011 and has served as its Deputy Secretary and Chief Counsel since March 2014. Shipman received her Juris Doctor from Washburn University School of Law and her bachelor's degree from Southwestern College. She replaces Jim Clark, who announced his retirement earlier this year. This appointment will require confirmation by the Kansas Senate.

"Sarah is an excellent choice to lead the Department of Administration," Brownback said. "She is deeply knowledgeable about the department's responsibilities and understands the important role it plays in helping state government run efficiently."

The Governor also expanded the scope of duties for Budget Director Shawn Sullivan to formalize his role in identifying and implementing efficiencies across state government. Effective immediately, Sullivan's title will be Director of Budget and Business Processes, reflecting his increased responsibility for business process improvements and developing a performance management system.



Custodial changes paying dividends for the state

Changes in the operations of the Department of Administration's custodial staff are paying dividends for the state and other agencies, facilities officials said.

A recent report from the Office of Facilities and Property Management highlighted the results of those changes, such as realigning staffing patterns to meet daily needs in the Capitol Complex.

According to Custodial Manager Jerry Miller, the division switched to a full-time, daytime custodial staff. This has

worked to improve efficiency, extend services and save costs. These results have reached beyond the Capitol Complex, and the work of the custodial staff is now being sought out by additional agencies.

Miller said having custodial staff on hand throughout the day has helped to make for a safer and more efficient workplace. It has also allowed for flexibility. When planning and setting up events, the staff is readily available to make any changes necessary. With custodians on the spot, they are able to provide

Continued on page 2

Continued from page 1

the labor, materials and supplies for events, large tasks and building emergencies.

With increased efficiency, the staff is able to extend their services and cover more ground. According to the recent report, three years ago, 65 full-time custodians were cleaning 1,438,968 square feet; today 71 full-time custodians are cleaning 2,198,621 square feet, the equivalent of more than 38 football fields.

"Since 2012 the state custodial staff has taken over the work at both the Curtis and Eisenhower State Office Buildings, and have very complimentary customers," said Mark McGivern, Director of Facilities and Property Management. "We are now being asked

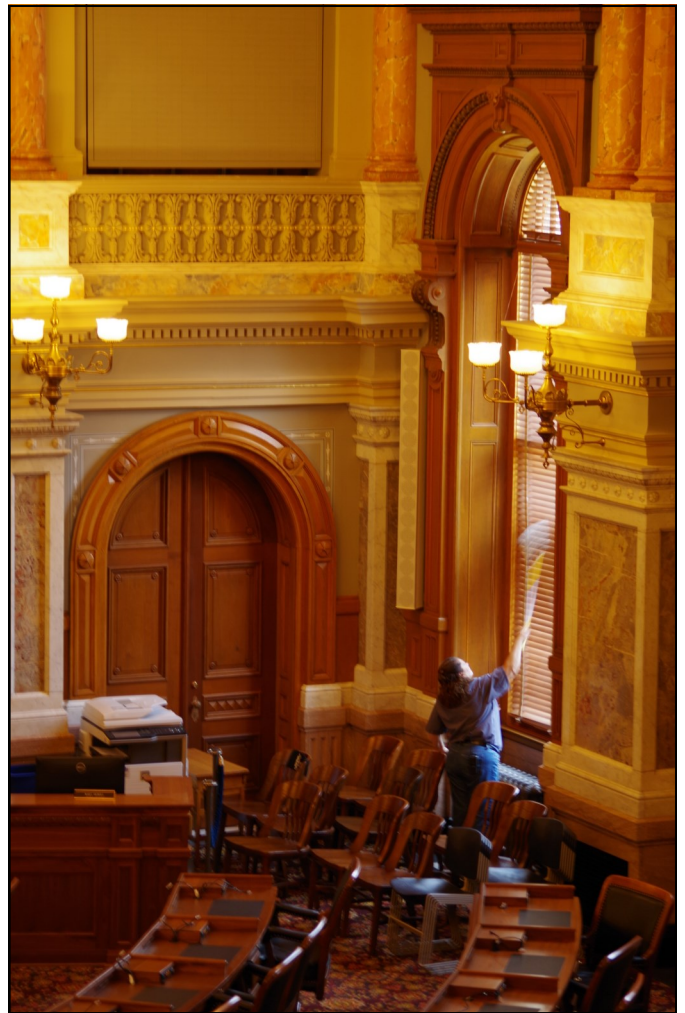
We are now being asked to look at performing our services for the Department of Labor. Our work is being recognized and sought out." - Mark McGivern Director of Facilities and Property Management

to look at performing our services for the Department of Labor. Our work is being recognized and sought out."

Miller said with the switch, there is still a need for a three-person PM shift. This shift is needed at the Statehouse to maintain and clean common user areas and Legislative chambers. The PM custodial team does deep cleaning tasks such as carpets and floor stripping. Since it has been reduced to a three-person shift, there is no longer the large cost of shift differentials or overtime.

The custodial team saves agencies costs by completing tasks that the private sector couldn't provide or would charge more for. According to Miller the staff has taken on recycling initiatives, event

Continued on page 3



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Continued from page 2

setup, work orders/requests and visitor services.

Miller said the change has also given custodians the opportunity to be more involved within the agency. The custodians have dissected plans, attended training and helped prepare for emergencies.

Overall the change to a full-time, daytime staff has helped maximize efficiency, save costs and extend custodial services to additional agencies and locations. It has created positive benefits that are recognized across the Capitol Complex and beyond.



South Steps Fridays wrap up for the Summer

This upcoming Friday, August 7, will be our last South Steps Fridays event. This will be one you certainly won't want to miss.

Grab your lunch and get ready for a ride as we take a trip back in time. With Big Band and Swing music, we are creating a 1940s atmosphere. We will be honoring veterans as the week marks the 70th anniversary of V-J Day in World War II, as well as the 50th anniversary of the introduction of conventional forces in Vietnam.

More information, photos and videos can be found on the South Steps Fridays Facebook page at www.facebook.com/southstepsfridays.

South Steps Fridays August 7

Grab your lunch and join us from 11a.m.-1p.m. on the South Steps of the Kansas Statehouse for a trip back in time! During the week of August 7th, we are marking the 70th anniversary of V-J Day in World War II, as well as the 50th anniversary of the introduction of conventional forces in Vietnam. Come enjoy big band and swing music as we thank our Veterans.

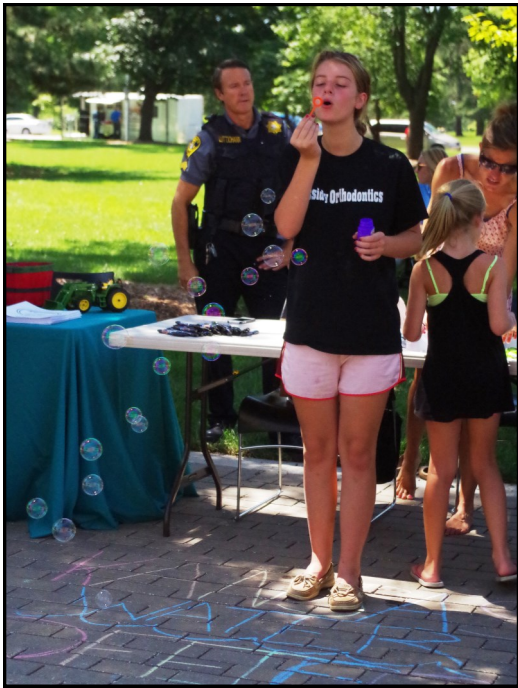


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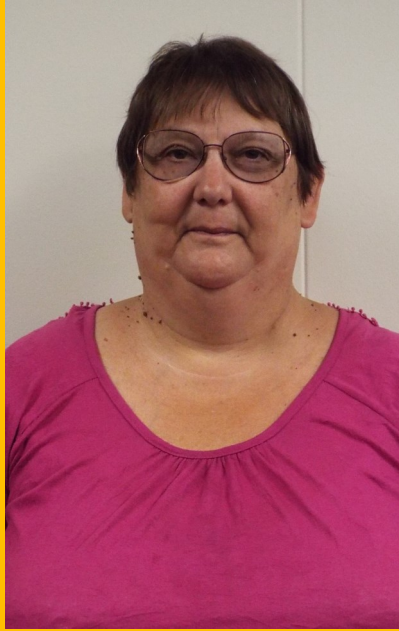
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5 Questions Profile

Mona Flower

Office of Facilities and Procurement
Management

800 SW Jackson State Office Building



What's your favorite food?

Mexican Food

What's your favorite movie?

White Christmas

Who is your favorite type of music?

Country

What's your favorite musician?

George Strait

What's your favorite sports team?

Cincinnati Bengals



A note from the Secretary...

It is an honor to be appointed to be the next Secretary of the Department of Administration. I appreciate the confidence that Gov. Brownback has placed in me in asking me to lead our organization. It has been a pleasure to work alongside Secretary Jim Clark and the rest of the agency's employees and I look forward to what the future holds in store.

My entire career with the State of Kansas has been with the Department of Administration, first in the Office of Facilities Management and most recently as Chief Counsel and Deputy Secretary. I have a good knowledge of the agency's mission and the work that each of your departments do on a daily basis.

I believe that we are heading in the right direction and building a solid reputation for providing outstanding service to the agencies at the state and local levels and the residents of Kansas.

We have put big plans in place for the Department of Administration, many of which are detailed in our agency's five-year plan. These goals will make us a more nimble and effective agency going forward and meet the needs of our customers going forward.

It is said that the only thing that is constant in life is change. We can control some of those changes but life teaches us that we have to be prepared for the unknowns. Clearly we have and will continue to face challenges in state government, but these are opportunities to re-think how we do our jobs and find innovative ways to be good stewards of the resources with which we are entrusted.

I look forward to working with you all in this new capacity. It is an exciting opportunity and I'm confident the Department of Administration will continue to lead by example for others.

Sarah